

Confined Space Entry Program Review Checklist

Risk Control from Liberty Mutual Insurance

This checklist is designed to assist in you in comparing your current Confined Space Entry (CSE) program elements against best practices for administering and implementing a CSE program.

Checked by

Date

Mark items as **Yes or No**, and note repair dates. Maintaining this checklists over time will help you see progress in your program and identify areas that need updating.

Use the space at the end of the document to add specific items you feel are necessary to improve the safety of your confined space entry program.



- **CAUTION!** If problems are found, reevaluate and correct the process.
- **DO NOT** enter any confined space until corrective actions have been completed.

A competent person has evaluated this facility to identify and designate the presence of confined spaces where employees may have to enter.

Yes No **Date Repaired:** _____

A written description and designation of each identified confined space type and location is maintained and updated as needed.

Yes No **Date Repaired:** _____

Alternative methods, if any, to perform the desired work activity that do not involve entering the respective confined space have been investigated and documented.

Yes No **Date Repaired:** _____

A designated person is responsible for the confined space safety program.

Yes No **Date Repaired:** _____

A budget is provided for program setup, implementation, training, and maintenance.

Yes No **Date Repaired:** _____

All required permits are documented.

Yes No **Date Repaired:** _____

Work orders are maintained on file as a permanent record along with employee training records.

Yes No **Date Repaired:** _____

Training records that include training dates and outlines/summaries of training sessions are maintained.

Yes No **Date Repaired:** _____

The trainer is knowledgeable about the OSHA Standard 29 CFR 1910.146 and has sufficient experience and training to answer questions.

Yes No **Date Repaired:** _____

The following are clearly explained to employees:

- Hazards of confined spaces
- Information on the type of exposure
- Signs or symptoms
- Consequences of exposure to adverse conditions in a space

Yes No **Date Repaired:** _____

Disciplinary action procedures are in place for any employee who does not follow safety rules regarding confined space entry (e.g., verbal warning for first infraction, written warning, etc.).

Yes No **Date Repaired:** _____

A respiratory protection program is in effect.

Yes No **Date Repaired:** _____

Adequate emergency respirators are available for entry and rescue teams.

Yes No **Date Repaired:** _____

Splash-proof safety goggles/face shields are provided when needed.

Yes No **Date Repaired:** _____

No communication hazards are present, such as loud machinery, which could interfere with communication between entrants and/or stand-by persons.

Yes No **Date Repaired:** _____

If other conditions exist that require special communications equipment, it is readily available.

Yes No **Date Repaired:** _____

Prior to entry, confined spaces are thoroughly tested and purged of the following:

- Any corrosive, such as acids or caustics
- Hazardous substances, such as flammable vapors or toxic gases

Yes No **Date Repaired:** _____

All lines to a confined space that contain inert, toxic, flammable or corrosive materials are valved off and blanked, or disconnected and separated before entry.

Yes No **Date Repaired:** _____

Natural or mechanical ventilation is provided before anyone enters the confined space.

Yes No **Date Repaired:** _____

The atmosphere inside the confined space is tested prior to entry, and frequently tested or continuously monitored during entry work.

Yes No **Date Repaired:** _____

Approved equipment is required if the atmosphere inside the confined space cannot be made acceptable.

Yes No **Date Repaired:** _____

The potential for temperature extremes in the confined space environment has been evaluated and controlled.

Yes No **Date Repaired:** _____

Descent equipment used for egress is in good working condition and meets all load requirements.

Yes No **Date Repaired:** _____

Adequate illumination, including explosion proof switches and lighting, if needed, is provided.

Yes No **Date Repaired:** _____

The potential for objects falling into or from the walls or ceiling of the confined space has been controlled.

Yes No **Date Repaired:** _____

When required for permit entries, there is an assigned safety standby employee outside the confined space whose sole responsibility is to watch the work in progress, sound an alarm if necessary, and render assistance.

Yes No **Date Repaired:** _____

The standby employee or other employees are prohibited from entering the confined space without lifelines and respiratory equipment if there is any question as to the cause of an emergency.

Yes No **Date Repaired:** _____

All portable electrical equipment used inside the confined space is either grounded and insulated or equipped with ground fault protection.

Yes No **Date Repaired:** _____

If the confined space is below ground and near an area where motor vehicles, fossil fuel powered generators, etc. operate, make sure no exhaust or carbon monoxide enters the space.

Yes No **Date Repaired:** _____

All machinery or equipment capable of movement is de-energized or disengaged, and blocked or locked out during cleaning, servicing, adjusting, or setup operations.

Yes No **Date Repaired:** _____

Locking out control circuits in lieu of locking out main power disconnects is prohibited.

Yes No **Date Repaired:** _____

Procedures are in place to ensure verification that rescue services are available and that the means for summoning them are operable.

Yes No **Date Repaired:** _____

Entry termination procedures are in place for when confined space operations are completed or a prohibited condition arises.

Yes No **Date Repaired:** _____

Add specific elements to add to your CSE program or note any problems identified.

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No attempt has been made to interpret any referenced codes, standards, or regulations. Please refer to the appropriate government authority for interpretation or clarification.

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